

Coromandel Community Centre Inc.

Weymouth Oval, 442B Main Road, Coromandel Valley SA 5051

Tax Invoice/Receipt – ORGANISATION USE OFFICE USE ONLY

Name: _____

Date of Use: _____

Time of Use: From _____ To _____

<u>RATE - USE NEGOTIATED</u>			
Hours before 6 pm @ \$			GST
Hours after 6 pm @ \$			
Total Use		\$	
<u>OPTIONAL USE</u>			GST FRE
Piano - \$20			
BBQ - \$15			
Blind - \$15			
AV System - \$30			
Total Optional Use		\$	
<u>RISK MANAGEMENT CURRENT COPY ATTACHED</u>			GST
<u>BOND</u> \$350			NO TAX
Key deposit - \$10			
Piano bond - \$100			
AV System bond - \$100			
Total Bond Owing		\$	
<u>TOTAL INCLUDING BOND</u>	A	\$	
<u>LESS BOND DEPOSIT</u>		Amount	NO TAX
Bond Deposit Rec No: _____ Date: _____			
Amount - MINIMUM \$100 Taken by _____	B	\$-	
MYOB DEP REC & BY WHOM			
<u>BALANCE OWING</u>	A-B	\$	

Paid in Full ___/___/2020 Receipt Number: _____ Payment taken by _____

MYOB DEPOSIT REC & BY WHOM: _____

Late additional payments Cash Reg. Rct. & Date _____

Coromandel Community Centre Inc.

Connect, Contribute, Celebrate

Weymouth Oval, 442B Main Road, Coromandel Valley SA 5051

Phone: (08) 8370 6880 Email: info@coroalive.org.au

www.coroalive.org.au

ABN: 74 331 433 252

Application for Organisation Use

I/We

Of

Mobile: Email address:

Reason for function: Approximate Numbers attending:

Liquor will/will not be consumed during the above function.

Hereby apply to use the Coromandel Community Centre

Fromam/pm toam/pm on (day).....(date).....

A deposit of \$100 is lodged with this application form (this non-refundable minimum deposit is required within 14 days) **Deposit due date:**

The remainder of the Fee and Bond must be paid a minimum of 4 weeks prior to the date, i.e. **Balance due date:**

***Hire orientation and key pick up is between 9:30am and 10:00am on Friday**

A COVID-Safe Plan must be submitted by all casual hirers. The Safe Plan must be submitted to the Coromandel Community Centre four weeks prior to booking date. **Plan due date:**

<https://www.covid-19.sa.gov.au/recovery/create-a-covid-safe-plan>

Conditions of Use document must be read, signed and returned by all casual hirers. **Due date:**

How did you hear about the Centre?

Applicant Signature (must be 18 years or over)..... Date:

Bond return will be via EFT within 2 weeks of hire.

Account Name: BSB: Account No:

OFFICE USE ONLY

Card/Key Number: Blinds Winder & Clips:

BBQ Key No: Code Issued:

COVID-Safe Plan Received: Emailed to Council:

Premises OK: Yes/NO BBQ & Gas OK: Yes/No AV System: Yes/OK

Card/Keys Returned: Yes/No Initials:

Bond and Key Refund \$..... EFT Date:

Signed: Dated:

Comments:

